

**Put-in-Bay Township Port Authority
Regular Board Meeting Minutes from August 19, 2024
Put-in-Bay Township Building @ 5:00 pm**

Meeting ~ Put-in-Bay Township Building 5:01 pm

Pledge of Allegiance

Roll Call: Rick Ziebarth, Bob Stausmire, Chris Ladd, Mark Friebe, Forrest Trisler – Remote, Rosann Keiser, Secretary.

Minutes of July 15, 2024.

Motion to approve: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

Roll Call: Mr. Trisler – YES, Mr. Friebe – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – YES.

Minutes for the Audit Meeting on July 27, 2024.

Motion to Approve the Meeting Minutes: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

Roll Call: Mr. Trisler – YES, Mr. Friebe – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – YES.

Correspondence:

Letter from Scott Jackson, stating he would like to tap into the Put-in-Bay Airport's waterline for his property on Langram Road. The Port is still paying an assessment of \$401.42 per year. The option of splitting the tap was discussed, so the Port has water if needed for the future. No motion was made.

Public Participation:

Tim Neise asked the board for a refund from the second day concert that was cancelled due to storm damage. The 2023 day fee was \$32,400. The board will look at the contract, discuss, and contact Tim with a proposal.

Ray Fogg proposed a concept to negotiate with Tim Matthews concerning tree removal or an avigation easement on his property on the end of airport runway 3. Mr. Fogg would represent the Port Authority's interest for the avigation easement.

Motion to allow Mr. Fogg to represent the Put in Bay Township Port Authority's interest negotiating an avigation easement with Mr. Matthews on his property at the end of runway 3 for the purpose of removal of tree obstruction:

Second:

Roll Call: Mr. Trisler – ~~YES~~ ^{NO}, Mr. Friebe – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – YES.

Pilots Association: None.

Voucher to be Approved:

Motion to Pay Bills: Rick Ziebarth

Second: Chris Ladd

Motion passed with no objection.

Roll Call: Mr. Trisler – YES, Mr. Friebel – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – YES.

Motion to Pay Payroll: Rick Ziebarth

Second: Mark Friebel

Motion passed with no objection.

Roll Call: Mr. Trisler – YES, Mr. Friebel – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – YES.

Financial Reports:

Payment Register

Receipt Detail (deposited funds)

Visa Report July 2024

June 2024 Reconciliations, Special Checking Rec. is provided. (July Reconciliation is not yet completed.)

Past Due Account

Governing Board Signature Page

Motion to accept the Ottawa County Property Tax 2nd half disbursement of \$37,160.70 minus \$597.35 for tax collection fee receiving \$36,572.35 deposited in the FNB Money Market account on August 12th, 2024: Rick Ziebarth

Second: Mark Friebel

Motion passed with no objection.

Roll Call: Mr. Trisler – YES, Mr. Friebel – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – YES.

Motion to accept the State of Ohio Property Tax Rollback disbursement in the amount of \$128.32: Chris Ladd

Second: Forrest Trisler

Motion passed with no objection.

Roll Call: Mr. Trisler – YES, Mr. Friebel – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – YES.

Marine/Harbor Report:

Motion to approve SLL Resolution for Ohio Edison to replace an existing submerged electric distribution cable that runs on the bottom of Lake Erie from South Bass Island to

Middle Bass Island: Rick Ziebarth

Second: Mark Friebel

Motion passed with no objection.

Roll Call: Mr. Trisler – YES, Mr. Friebel – YES, Mr. Ladd – YES, Mr. Stausmire – YES,

Mr. Ziebarth – YES.

Airport:

The Board was given a construction update on the Put-in-Bay terminal.

The Put-in-Bay Airport ramp slider gate is now operating properly.

The Public Hanger keyless door lock needs to be installed. Bob will ask AABoos Dave Hahn if they could install it.

The Put-in-Bay second round of SRE bids were due July 13, 2024, and awarded to Reinke Ford from Findlay, Ohio and the Type 3 Waiver was completed by July 15, 2024. The grant should arrive sometime in September 2024.

The Middle Bass Wildlife Fence bid closed July 15, 2024, and the bid was awarded to Westfield Electric. The bid was \$472,942.40.

Planning for possible ACIP projects for PIB FY25 Apron Expansion design and FY 26 Public Hanger Design/Construction. Planning possible for the Middle Bass Airport FY 25 or 26 car parking lot expansion design. Planning for possible North Bass Airport car parking lot expansion. There is AIG funding and BIL funding for the projects.

Old Business: None.

New Business:

There was a discussion on having a pilot designated parking spots at the Middle Bass Airport. Bob reported that the Middle Bass car parking lot is in need of crack seal.

Motion to approve Rick Ziebarth on the Put in Bay Port Authority Bank account: Chris Ladd

Second: Mark Friebe

Roll Call: Mr. Trisler – absent for the vote, Mr. Friebe – YES, Mr. Ladd – YES,
Mr. Stausmire – YES, Mr. Ziebarth – YES.

Motion to seek legal counsel advise for public organization specialist: Rick Ziebarth

Second: Mark Friebe *nd*

Roll Call: Mr. Trisler – absent for the vote, Mr. Friebe – YES, Mr. Ladd – YES,
Mr. Stausmire – YES, Mr. Ziebarth – YES.

**Next Meeting at Middle Bass Town Hall Building
Monday, September 23, 2024, at 5:00 pm**

Motion to Adjourn: Rick Ziebarth


Time: 7:15pm

Second: Mark Friebe

Motion passed with no objection.

Roll Call: Mr. Trisler – YES, Mr. Friebe – YES, Mr. Ladd – YES, Mr. Stausmire – YES,
Mr. Ziebarth – YES.

Approved by:  Date: 9-23-24

Second:  Date: 9-23-24